



Joseph C. Sullivan, Mayor

## BRAINTREE HUMAN RESOURCES DEPARTMENT

Karen M. Shanley, Human Resources Director

[kshanley@braintreema.gov](mailto:kshanley@braintreema.gov)

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Catherine L. Porter, Human Resources Generalist

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### **JOB POSTING**

**JOB TITLE:** SYSTEM MAINTENANCE CRAFTSMAN – Apprentice Program

**LOCATION:** 85 Quincy Avenue – Braintree locations

**UNION:** U.W.U.A.

**DATE AVAILABLE:** ASAP

**SALARY:** W4/W5- \$902.80 - \$1,069.60/week

### **QUALIFICATIONS:**

High school graduate or equivalent with a minimum of five years of experience in public utilities construction and maintenance activities; or any equivalent combination of education and experience. Water Distribution Operators Grade III License (D3). Sewer Collection System Operators Grade III License (C3). Valid Massachusetts Registry of Motor Vehicles Class B Commercial Driver's License (CDL) required with hoisting engineer endorsements 2A and 4E at a minimum. Employees must hold the required license(s) for the position at the time of hire or promotion or enter the Apprentice Program as a W-4. See attached Side Letter of Agreement.

### **RESPONSIBILITIES:**

Please see attached job description for complete details.

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**POSTING DATES:** May 18, 2017 – until filled

Applicants may submit a cover letter and resume to the following address:

Human Resources Department  
Town of Braintree  
1 JFK Memorial Drive  
Braintree, MA 02184

or email to [kshanley@braintreema.gov](mailto:kshanley@braintreema.gov)

Town of Braintree is an Equal Opportunity Employer  
One JFK Memorial Drive, Braintree, MA 02184 Telephone: 781-794-8260 Fax: 781-794-8269

Date Approved: 5/4/17  
Grade: W-5  
Union: Local 466  
Apptg. Authority: DPW  
Director

**SYSTEM MAINTENANCE CRAFTSMAN - WATER/SEWER**

**NATURE OF WORK:**

Skilled manual work, often accompanied by limited administrative and/or supervisory work in varied tasks at the journeyman level; related work as required.

**SUPERVISION:**

Works under direct supervision of Water and Sewer Working Foreman and System Maintenance Operations Manager.

**JOB ENVIRONMENT:**

Intermittent physical effort demanded under varying weather conditions. Performs heavy manual labor under extreme weather conditions. Operates S.M.E.O trucks. Works around underground utilities (gas, electric, etc.)

**ESSENTIAL FUNCTIONS:**

*(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Duties are not necessarily in order of importance or frequency of performance.)*

- Performs work of journeyman mason, painter or carpenter.
- Acts in leadsman capacity as well as participates in any task of the department or agency to which assigned.
- Maintains sewer pumps and ejectors.
- Operates light or heavy equipment on construction or maintenance projects or during snow removal.
- Installs new water and sewer mains and house services, turns water on and off, locates and repairs leaking mains, gates, valves and hydrants, lays pipe, applies repair

sleeve, taps pipe, cuts new threads, sets hydrants, installs fittings and meters, checks service pressure and corrects deficiencies, checks and as necessary disassembles and repairs meters, prepares chemicals as additives to water distribution system.

- Performs masonry or landscaping work to repair damage caused any water and sewer installations.
- Performs responsible duties requiring independent judgment in the operation and maintenance of the water distribution system and the sewer collection system and sewer pumping stations.
- Responsible for the TV inspection of sewer lines, smoke detection for illegal connections/infiltration and locating equipment.
- Makes frequent contacts with the general public.
- Works a reasonable amount of emergency and/or scheduled overtime.
- Regular and predictable attendance.

**KNOWLEDGE, SKILLS AND ABILITY:**

**Knowledge:** Knowledge and qualifying experience in construction and maintenance standards of water and sewer infrastructure.

**Skills:** Journeyman level skills required. Some masonry or landscaping skills preferred.

**Ability:** Ability to work well within a group. Ability to read and interpret engineering plans. Ability to apply independent judgment.

**REQUIRED QUALIFICATIONS:**

High school graduate or equivalent with a minimum of five years of experience in public utilities construction and maintenance activities; or any equivalent combination of education and experience. Water Distribution Operators Grade III License (D3). Sewer Collection System Operators Grade III License (C3). Valid Massachusetts Registry of Motor Vehicles Class B Commercial Driver's License (CDL) required with hoisting engineer endorsements 2A and 4E at a minimum. Employees must

hold the required license(s) for the position at the time of hire or promotion.

SIDE LETTER OF AGREEMENT  
BETWEEN THE TOWN OF BRAINTREE AND  
THE UTILITY WORKERS UNION OF AMERICA, A.F.L.-C.I.O., LOCAL NUMBER 466

This Agreement is entered into this 8<sup>th</sup> day of May, 2017, between the Town of Braintree (the "Town",) and the Utility Workers Union of America, A.F.L. – C.I.O., Local Number 466 (hereinafter the "Union.")

Whereas, on September 30, 2013, the Town and the Union entered into a Side Letter of Agreement effective April 30, 2015 to begin an "apprentice" program for the Water and Sewer Division. .

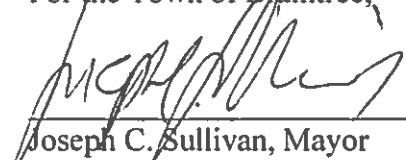
Whereas, after two years, the Town and the Union agree that modifications need to be made to the Apprentice Program.

Now therefore, the Town and the Union agree as follows:

1. The Town and the Union agree that the Town will establish an Apprentice Program for the Water & Sewer Division that is divided into three tracks: Meter, System Maintenance and Treatment Plant.
2. The Town and the Union agree that the program will be based on the Boards of Certification of Operators of Drinking Water Supply Facilities, Distribution and Wastewater Collections Policies for Training Requirements to Sit for Exams.
3. The Town and the Union agree that anyone entering the System Maintenance Apprentice Program must have a minimum of a Commercial Driver's License (CDL) with air brake and tanker endorsements.
4. The Town and the Union agree that anyone entering the Meter or Treatment Plant Apprentice Program must have a valid Massachusetts Class D Driver's License with a good driving record.
5. The Town and the Union agree that employees hired into the Apprentice Program must obtain their D1 Certification (Meter), D1 and C1 Certification (System Maintenance) or T1 and D1 (Treatment Plant) license within their six month probationary period or they will be terminated.
6. The Town and the Union agree that the employees in the Apprentice Program must obtain their D2 License (Meter), D2 and C2 Licenses (System Maintenance) or T2 License (Treatment Plant) within 30 months of entering the Apprentice Program.
7. The Town and the Union agree that the employees in the Apprentice Program must obtain their D3 and C3 Licenses and Hoisting 2A and 4E (System Maintenance) and T3, D2 and C2 Licenses (Treatment Plant) within 42 months of entering the Apprentice Program.
8. The Town and the Union agree that failure to complete license requirements at any step in the Apprentice Program within the time periods established shall be grounds for automatic termination, with such termination not being subject to the grievance and arbitration procedure outlined in the Collective Bargaining Agreement.

9. The Town and the Union agree that the employees in the Apprentice Program will be paid at the W2 grade (Meter), W4 grade (System Maintenance) or W4 grade (Treatment Plant) until completion of the required licenses. Once the required licenses are obtained the employee will go to the W3D level (Meter) (30 months), W5D level (System Maintenance) (42 months) or W7D level (Treatment Plant) (42 months).
10. The Town and the Union agree that all courses are paid by the employee and will be reimbursed when the license is obtained at each level.
11. The Town and the Union agree that employees in the Apprentice Program who resign from employment within the Union within 1 ½ years of starting the Apprentice Program must reimburse the Town for the full license reimbursement from the Town. Employees in the Apprentice Program who resign from employment within the Union within 3 years of starting the Apprentice Program must reimburse the Town for ½ the license reimbursement from the Town.
12. The Town and the Union agree that this agreement does not apply to any member of the Union as of April 30, 2015. It applies only to employees hired after that date.
13. The parties agree that this agreement is not precedent setting and is not admissible in any forum except for enforcement of this agreement.

For the Town of Braintree,

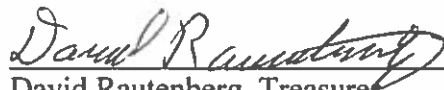
  
Joseph C. Sullivan, Mayor

  
James Arsenault, DPW Director

For Union

  
Greg Alabachian, Union President

  
Peter Canelli, Vice President

  
David Rautenberg, Treasurer

Approved as to Form

  
Lisa S. Maki  
Town Solicitor